

**CITY OF DEXTER
ARTS, CULTURE, AND HERITAGE COMMITTEE REGULAR MEETING
MEETING MINUTES
WEDNESDAY, DECEMBER 7, 2022**

The regular meeting of the City of Dexter Arts, Culture, and Heritage Committee was called to order at 7:05 pm at 3515 Broad St.

ROLL CALL

Committee Members Present: Bellas, Willoughby, Arbour (arr. 7:10), Davis, Hill, Thomas, Oostendorp

Committee Members Absent: Babcock, Briggs, Arab

Student Reps Present: Koch, Olson

Student Reps Absent: None

Others Present: Josh Tanghe, Assistant to the City Manager

APPROVAL OF THE MINUTES

Motion by Hill; Second by Arbour to approve the minutes from November 2, 2022 with the following amendment(s):

- Removing Justin Breyer from those present at the meeting
- Add “recommended” to behind “Main celebration” in that sixth line under Item C
- Add “for ACH” at the end of the sentence of the second major bullet point under Item C
- Under Item C, add major bullet related to Arab raising question regarding Bicentennial communication

Unanimous Voice Vote
Motion Adopted

APPROVAL OF AGENDA

Motion by Arbour; Second by Hill to approve the agenda with the following addition(s):

- Addition of discussion item as Item B to discuss Community Outreach/Events
 - Item B and Item C to be shifted down

Unanimous Voice Vote
Motion Adopted

CITIZENS WISHING TO ADDRESS THE COMMITTEE

None

REPORTS

A. CHAIR

None

B. STAFF REPORT

Staff provided the following updates to ACH:

- Staff has developed a We Love Dexter promotion schedule so it will go out in both the physical newsletter and in the email updates.
 - Hill raised a question regarding We Love Dexter promotion in the Sun Times
 - Had articles in the past in the newspaper
 - Staff unsure if last year's was purchased to be printed as an ad or if an article was written
- The David Zinn Mural recommendation will be going before City Council at their December 12th meeting
- The Call for Entry through Café will be going out after the new year for the 2023-2024 Dexter Art Gardens Temporary Sculpture Displays
- Staff will be meeting with Chris Leeper to discuss Paint Dexter logistics
- Paint Dexter will be returning to the agenda in the new year as Paint Dexter preparation begins
 - Thomas and Hill are interested in getting a more fully-formed budget prior to Paint Dexter for planning purposes
 - Staff will work on creating a budget document for the February meeting
 - Will include the additional money available through past surpluses

Motion by Thomas, Second by Hill for Arts, Culture & Heritage Committee to engage in plein air budget discussions in early 2023

Unanimous Voice Vote
Motion Adopted

- Willoughby was curious on the progress related to the ACH logo
 - Staff is currently looking for a new freelance graphic designer that will take over the workload for the current designer

C. CITY COUNCIL

None

D. STUDENT REPRESENTATIVES

None

E. PROJECT UPDATES FOR ITEMS NOT ON THE AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration of: Art Selection Committee Appointments

Motion by Arbour, Second by Willoughby to appoint Beverly Hill and Anna Oostendorp for the Art Selection Committee

Unanimous Voice Vote
Motion Adopted

B. Discussion of: Community Outreach/Events

The Arts, Culture & Heritage Committee discussed the following relating to Community Outreach/Events:

- Willoughby wished to discuss how ACH can be more active in the community as well as help promote other community events
- Willoughby thinks that it would be beneficial for members of ACH to attend various community events to support them and get ACH's face out there
- What would it look like to promote some of these events?
 - City website?
 - Adding a reoccurring item to agenda
 - Be more active in things such as parades as ACH
- Willoughby will be attending an upcoming storytelling event and hopes to see others there

C. Discussion of: Bicentennial Celebration Update and ACH Project(s)

The Arts, Culture & Heritage Committee discussed the following related to Bicentennial Celebration Update and ACH Project(s):

- Cheryl Willoughby provided the following updates for the Bicentennial Subcommittee:
 - Meetings will be taking place on the 3rd Thursdays at the Dexter Library
 - The subcommittee can have up to five members of ACH on it (quorum for ACH is six)
- Thomas raised a question regarding the memo provided by the Marie Sherry, the City's Finance Director/Treasurer, regarding lawful expenditures
 - Thomas has expressed the Dexter Community Orchestra's (DCO) interest in requesting funds from ACH regarding a Bicentennial composition
 - Based on Ms. Sherry's findings, the City cannot contribute toward the composition of the piece, but could fund a performance of the piece as a part of the Bicentennial
 - Performance would need to be free and open to the public
 - Willoughby mentioned a performance of the Katherine Dexter McCormick (KDM) play
 - Similarly to the DCO, ACH could fund the performance, but not the creation of a play
 - Willoughby will look into getting a full proposal for the KDM play and forward it to staff
- Willoughby provided more information regarding the Bicentennial Subcommittee report which covered:
 - Recommendations by the Bicentennial Subcommittee for ACH to review and potentially recommend to City Council
 - City Council discussion summary
 - Subcommittee status update
 - Budget request to begin marketing in December 2022 to June 2023
- Willoughby also raised a question regarding how to make decisions most efficiently since ACH only meets once a month
 - It could be difficult to meet quick turnaround deadline if only meeting once a month
 - Staff mentioned that, if need be, a special meeting could be called if ACH needed to meet more than once in a month

Motion by Willoughby; Second by Thomas to recommend the usage of the Bicentennial Logo for ACH/BSC to City Council

Unanimous Voice Vote

Motion Adopted

- Logo was created pro bono by Steve Burdick for the Bicentennial subcommittee to use for the celebration

Motion by Willoughby; Second by Arbour to recommend the dates of June 20th to June 23rd, 2024 for the Bicentennial Celebration to City Council

Unanimous Voice Vote

Motion Adopted

- The June 20th to June 23rd dates represent the days that Judge Samuel Dexter plated Dexter

Motion by Willoughby; Second by Thomas to recommend a budget of \$5,290 for January 2023 to June 2023 for Bicentennial Celebration activities to City Council

Unanimous Voice Vote

Motion Adopted

- Items in the budget pertain to marketing for the Bicentennial, which includes items such as light pole banners, street banners, articles and participation in other events to promote the Bicentennial

D. Discussion of: 2022 Expectations of Projects/Events and Calendar/Timeline

The Arts, Culture & Heritage Committee discussed the following relating to expectations of projects/events and calendar/timeline:

- This item is left on the agenda so ACH can keep an eye on dates for upcoming events

CITIZENS WISHING TO ADDRESS THE COMMITTEE

None

ACTION ITEMS AND PROPOSED BUSINESS FOR FUTURE MEETINGS

The following are items that ACH plans to discuss/take action on at an upcoming meeting:

- Bicentennial Celebration
- Attendance Policy
- Subcommittees

ADJOURNMENT

Motion by Arbour; Second by Oostendorp to adjourn at 9:31 pm.

Unanimous Voice Vote

Motion Adopted

Respectfully submitted,

Josh Tanghe
Assistant to the City Manager